



United States Department of Commerce

**Enterprise Architecture
Program Support**

Enterprise Architecture Template

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Approvals

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Table of Contents

1. INTRODUCTION	1
2. COMPLETION CAPABILITY AREA	2
2.1. BASELINE ARCHITECTURE	2
2.1.1. IDENTIFICATION SECTION	2
2.1.2. BUSINESS ARCHITECTURE	2
2.1.3. PERFORMANCE ARCHITECTURE	3
2.1.4. DATA ARCHITECTURE	4
2.1.5. APPLICATION ARCHITECTURE	6
2.1.6. INFRASTRUCTURE ARCHITECTURE	6
2.1.7. INTERFACES TO OTHER SYSTEMS	7
2.2. TARGET ARCHITECTURE	8
2.2.1. IDENTIFICATION SECTION	8
2.2.2. BUSINESS ARCHITECTURE	8
2.2.3. PERFORMANCE ARCHITECTURE	8
2.2.4. DATA ARCHITECTURE	9
2.2.5. APPLICATION ARCHITECTURE	9
2.2.6. INFRASTRUCTURE ARCHITECTURE	9
2.2.7. INTERFACES TO OTHER SYSTEMS	9
2.3. TRANSITION STRATEGY AND SEQUENCING PLAN	10
3. USE CAPABILITY AREA	11
3.1. EA GOVERNANCE AND MANAGEMENT	11
3.2. EA CHANGE AND CONFIGURATION MANAGEMENT	11
3.3. FEDERATION OF ENTERPRISE AND SEGMENT ARCHITECTURES	11
3.4. EA DEPLOYMENT	11
3.5. CAPITAL PLANNING AND INVESTMENT CONTROL INTEGRATION	12
4. RESULTS CAPABILITY AREA	13
4.1. BUSINESS DRIVE ACTIVITIES	13
4.2. ACHIEVING COLLABORATION AND REUSE	13
4.3. BUSINESS PROCESS AND SERVICE IMPROVEMENT	13
4.4. IT IMPLEMENTATION IMPROVEMENT	13
4.5. IPV6 PLANNING	14
4.6. E-Gov/LoB/SMARTBUY ALIGNMENT AND IMPLEMENTATION	14

1. Introduction

The purpose of this document is to provide a framework for completing the Baseline and Target Architectures for each of the Department of Commerce (DOC) operating units (OU), and provide a mechanism for “rolling up” the operating unit architectures into a single DOC Enterprise Architecture (EA).

The structure of this template is based on the Federal Enterprise Architecture (FEA) Reference Models, and the OMB Enterprise Architecture Assessment Framework v2.0. It is designed to provide a hierarchical view of the Architecture and document the vertical linkages between each of the FEA Reference Models.

This template provides guidance for the type and format of information needed for the Department’s EA submission to OMB. Each operating unit should develop documentation sufficient to describe its architecture that is beyond this template. For services provided at the Departmental level (e.g., human resources, financial management, supply chain management, and administrative management), provide only those architectural features that are not accounted for at the Departmental level and are unique to your operating unit. Additionally, each operating unit can continue to use its current format to capture the description of its complete EA, or that information documented in the operating unit EA that is not requested in this template. The template is at the end of this document. Submit the completed template and all existing operating unit level EA documentation by email to Tom Pennington, tpennington@doc.gov.

The following are required documents:

- For EA maturity self-assessments, use the [OMB EA Assessment Framework v2.0](#).
- For completing the EA tables, use the template at the end of this document
- Provide all requested artifacts as MS Word documents.

The following is a listing of the major reference artifacts available:

- [DOC Strategic Plan](#)
- [DOC Strategic IT Plan](#)
- Operating unit’s Strategic IT Plan (available from your CIO)
- Operating unit’s Operational IT Plan (available from your CIO)
- [Capital Planning and Investment Control Guide](#)
- [OMB Enterprise Architecture Assessment Framework v2.0](#)
- [OMB Federal Enterprise Architecture Consolidated Reference Models](#)

2. Completion Capability Area

The Completion Capability area of the OMB Enterprise Architecture Assessment Framework requires agencies to associate their enterprise architecture views with the views defined by the Federal Enterprise Architecture Reference Models, to optimize the use of information technology in support of their respective missions and strategic goals. Section 2.1 addresses the Baseline Architecture, Section 2.2 addresses the Target Architecture, and Section 2.3 addresses the Transition Strategy and the Sequencing Plan.

2.1. Baseline Architecture

The Baseline Architecture is a description of the operating unit as it currently exists. It should be used as the starting point for all planning activities. The Baseline Architecture comprises the business, performance, data, application, and infrastructure architecture layers. **Complete the template for each Business Area and sub-function performed by the operating unit.** The following are detailed instructions to assist in completing the template

2.1.1. Identification Section

The identification section provides the name of the organization that performs the business function, the chief architect of that organization and the program manager responsible for managing the business function.

Below is a description of the fields in the Identification Section.

Operating Unit Name – Enter the name of the operating unit.

Chief Architect – Enter the name of the operating unit chief architect.

Program Manager – Enter the name of the program manager responsible for the line of business.

2.1.2. Business Architecture

An effective EA must be business-driven, requiring alignment between the IT architecture layers and the business processes.

The FEA Business Reference Model (BRM) describes the major business areas of the Federal Government, the major Lines of Business (LoB) within each area, and the sub-functions within each LoB. For each operating unit Business Function, identify the FEA components listed in Business Architecture section. Information on the BRM can be found in the Consolidated Reference Models document noted on page 1.

Below is a description of the fields in Business Architecture Section.

BRM Business Area – Identify the BRM Business Area that maps to the business function/focus area. If you are mapping to the Services for Citizens Business Area, a mapping to the appropriate Mode of Delivery must be included.

BRM Line(s) of Business – Identify the BRM Line(s) of Business that maps to the business function/focus area.

BRM Sub-function – Identify the BRM Sub-function(s) that maps to the BRM Line(s) of Business identified in column 4 and that apply to the business function/focus area.

OU Business Function/Focus Area – Provide the OU business function/focus area. This is a further division of the LoB and sub-function that focuses on a single mission task or function. It provides a finer level of granularity within the given LoB.

Description of the OU Business Function/Focus Area – Provide a brief description of the OU business function/focus area emphasizing how this business function supports the overall mission of the department.

2.1.3. Performance Architecture

Each operating unit's EA must clearly demonstrate how it furthers the Department's strategic objectives and aligns to well-defined performance goals. To achieve this, it is important to identify meaningful performance measurement indicators that are aligned with the FEA Performance Reference Model (PRM). Use the Performance Architecture section to map your performance architecture to the DOC strategic plan. The reference information needed in this section can be found in the DOC Strategic Plan, the operating unit strategic plan, and the FEA Consolidated Reference Models document as noted on page 1.

Below is a description of the fields in the Performance Architecture section.

DOC Strategic Goal – Provide the DOC Strategic Goal that your business function/focus area supports.

DOC Strategic Objective – Provide the DOC Strategic Objective(s) related to the DOC Strategic Goal identified in Row 1 that relates to your Line of Business and sub-function.

OU Level Strategic Goal - Identify the OU level Strategic Goal(s)/Objective(s) that map to the business function/focus area.

Fiscal Year – There should be entries for the current fiscal year and the next four, if possible, in order to capture the incremental improvements for each of the performance measures indicated.

PRM Area – Identify the PRM Measurement Area that pertains to the Line of Business and sub-function.

PRM Category – Identify the PRM Measurement Category that pertains to the Line of Business and sub-function.

PRM Grouping – Identify the PRM Measurement Grouping that pertains to the Line of Business and sub-function.

Measurement Indicator – Identify the PRM Measurement Indicator that pertains to the Line of Business and sub-function.

Baseline Value – Provide the OU baseline value for this metric.

Target Metric – Provide the OU target value for this metric.

Actual Results – Provide the actual results achieved where available.

2.1.4. Data Architecture

The FEA Data Reference Model (DRM) provides a standard means by which data may be described, categorized, and shared. These are reflected within each of the DRM's three standardization areas:

- **Data Description:** Provides a means to describe data uniformly, thereby supporting its discovery and sharing.
- **Data Context:** Facilitates discovery of data through an approach to the categorization of data according to classification standards. Additionally, it enables the definition of authoritative data sources.
- **Data Sharing:** Supports the access and exchange of data where access consists of ad hoc requests (such as a query of a data asset), or the exchange of fixed, recurring transactions between parties. It is enabled through capabilities provided by both the Data Context and Data Description standardization areas.

The terminology used in the DRM may be unfamiliar to many people, however the concepts are familiar. It is a means of identifying data files or data feeds (Exchange Package), where the data come from (Supplier), where it goes (Consumer), what organization is responsible for the data (Data Steward), where the data is physically stored (Data Location), and the format of the data (Data Classification). Much of the data originating in the Department has definition, format, and content standards already in place, such as Demographic Census

data, weather and climate data, economic data, etc. Reference the formal standards or agreements that describe the data. The scope of the standard refers to whether it is a DOC standard, a Federal Government Standard, an International Standard, governed by an International Treaty; etc.

Below is a description of the fields in the Data Architecture section.

Data Exchange Package - Provide a description of each type of data exchange package that is used to perform the business function/focus area identified in column 1. Specifically, what data is transferred from one system to another?

Supplier – Provide the supplier of the data exchange package, i.e., what system and organization are the source of the data.

Consumer – For each data exchange package, identify the consumer based on the business function/focus area. Where does the data go? Which Line of Business sub-function is the recipient of the data?

Data Steward – For each data exchange package, identify the data steward (responsible organization). This is the organization that is responsible for data maintenance and data quality for this specific type of data.

Data Location – For each data exchange package, identify where the data is stored. Be as specific as possible. This includes the name of the system it is stored on, and the physical location of that system.

Data Classification – For each data exchange package, identify it as one of the following:

- Structured (defined in a database or structured file system)
- Unstructured (data with a free form format such as a document or report),
- Semi-structured (data that has characteristics of both structured and unstructured data such as e-mail);

Data Standard - For each data exchange package, identify the data standard(s) that apply.

Scope of Standard – For each data exchange package and its data standard(s), provide a description of the scope of that particular standard (e.g., is the standard a community wide standard, mandated, Departmental level, OU level).

2.1.5. Application Architecture

The Service Component Architecture defines discrete operational tasks or services that are used to build and provide a business function. The Service Component Reference Model (SRM) is a tool to organize and standardize these components so they can be identified for reuse.

Identify all of the SRM components employed in the LoB sub-function, and enter them into the Application Architecture section of the template. Information on the Service Component Reference Model is located in the FEA Consolidated Reference Models document as noted on page 1.

Below is a description of the columns in Application Architecture section.

Major Application Name – Identify the major applications used to perform the business tasks in this sub-function.

SRM Service Domain - Identify the SRM Service Domain(s) that relate to the Major Application.

SRM Service Type – For each SRM Service Domain identified, provide a mapping to the appropriate SRM Service Type(s) that apply.

SRM Service Component – For each SRM Service Type(s), provide a mapping to the appropriate SRM Service Component(s) that apply.

2.1.6. Infrastructure Architecture

The Infrastructure Architecture is a perspective of the overall agency EA that provides information about the agency's hardware and software environment.

For each Service Component identified in the Application Architecture section, there should be one or more Technical Reference Model (TRM) components that define the physical implementation of the service.

Information on the TRM can be found in the FEA Consolidated Reference Models document as noted on page 1.

Below is a description of the columns in the Infrastructure Architecture section.

SRM Service Component – Copy each service component entry from the Application Architecture section.

Hardware / Software Component – Identify the hardware and/or software component(s) used to provide the SRM Service Component.

TRM Service Area - Identify the TRM Service Area that relates to the hardware or software component.

TRM Service Category - Identify the TRM Service Category within the TRM Service Area that relates to the hardware or software component.

TRM Service Standard –Identify the TRM Service Standard within the TRM Service Category that relates to the hardware or software component.

2.1.7. Interfaces to External Systems

An application system typically interacts with other application systems at some point in its normal processing cycle. Modifications to one system must account for the effect of the changes on all other systems with which it interfaces. Documenting these interfaces is a crucial piece of the comprehensive EA. Complete this section for each interface identified within this Line of Business and sub-function combination.

Below is a description of the fields in this section.

External System Name - The name of the system on the other end of the interface.

Owner – The organization that is responsible for the other system.

Data Exchanged – The name of the Data Exchange Package identified in the Data Architecture section above.

Interface Type - Is the process automatic or manually initiated? Is the exchange performed over a network or by use of magnetic media (tape)?

Frequency of Exchange – How often does the exchange occur?

2.2. Target Architecture

The Target Architecture describes the EA in a future state (e.g., in the next 3-5 years) and includes a description of those investments needed to close the gap between the baseline architecture and the target state. **The Target EA should include all planned changes to the existing baseline, regardless of funding status, as well as all parts of the baseline that will not change in the 3-5 year view of the Target.** In other words, the Target Architecture is the overall view of where the organization plans to be at a future point in time. The target architecture captures development initiatives/investments as well as sustaining/ongoing investment that will be continued into the 3-5 year period.

2.2.1. Identification Section

The identification section provides the name of the organization that performs the business function, the chief architect of that organization and the program manager responsible for managing the business function.

Below is a description of the fields in Identification Section.

Operating Unit Name – Enter the name of the operating unit.

Chief Architect – Enter the name of the operating unit chief architect.

Program Manager – Enter the name of the program manager responsible for the line of business.

Investment Name – Enter the name of the investment or initiative that is associated with completing this section of the target architecture.

2.2.2. Business Architecture

The Target Business Architecture reflects all changes to the business processes brought about by deploying new capabilities, technologies, or any other changes.

The directions for and explanation of the Target Business Architecture section are the same as those for the Baseline Business Architecture section.

2.2.3. Performance Architecture

The Target Performance Architecture measures the performance of changes to the existing baseline. Performance Measure for each initiative must be meaningful, quantitative where possible, and demonstrate that the initiative/investment is achieving the intended mission goal.

The directions for and explanation of the Target Performance Architecture section are the same as those for the Baseline Performance Architecture section.

2.2.4. Data Architecture

The Target Data Reference Model describes the changes and/or additions to the data of the Line of Business, and how this data is acquired, processed, and disposed of.

The directions for and explanation of the Target Data Architecture section are the same as those for the Baseline Data Architecture section.

2.2.5. Application Architecture

The Target Application Architecture describes the changes and additions to the applications required to provide new or enhanced capabilities required by the Target Business Architecture and associated Performance Architecture metrics.

The directions for and explanation of the Target Application Architecture section are the same as those for the Baseline Application Architecture section.

2.2.6. Infrastructure Architecture

The Target Infrastructure Architecture describes the changes and additions to the infrastructure required to provide new or enhanced capabilities required by the Target Business Architecture and associated Performance Architecture metrics.

The directions for and explanation of the Target Infrastructure Architecture section are the same as those for the Baseline Infrastructure Architecture section.

2.2.7. Interfaces to External Systems

The directions for and explanation of this section are the same as those for section Baseline Interfaces to External Systems section.

2.3. Transition Strategy and Sequencing Plan

The EA Transition Strategy is a critical component of an effective EA practice. It describes the overall plan for the Department and its operating units to achieve the target EA within a specified timeframe. It clearly links investments to the target architecture and defines the priorities that drive the Sequencing Plan. The Sequencing Plan provides a Departmental view of all investments and a means of capturing the timing of the investments and their contribution to the major lines of business of the Department.

For each initiative in your transition plan, provide the following information in the Transition Strategy and Sequencing Plan table.

Initiative Name – The name of the initiative.

Initiative Line of Business – The primary line of business the initiative supports.

Start Date – The date actual work starts on the initiative.

Completion Date – The date the initiative will be ready for use.

Major Milestone Dates – The dates for any significant milestones in the development of the initiative. This could include the completion of a phase, completion of a major component, etc. It should also include any milestones related to IPv6 migration and Homeland Security Presidential Directive-12 (HSPD-12) integration for the initiative.

Milestone Description – A brief explanation of the accomplishment the milestone represents.

3. Use Capability Area

The Use Capability Area focuses on governance and management of the EA. It measures implementation and use of EA policies and processes necessary to the effective deployment of EA throughout the Department. This includes allocation of resources, the sponsorship of EA at the executive level, and integration with other planning processes.

The Use Capability Area is supported by processes and procedures at the Department level; however, they should also be implemented at the Operating Unit level as an integral part of the overall planning process.

3.1. EA Governance and Management

The agency must govern and manage the implementation and use of EA policies and processes. This includes the selection of a Chief Architect (CA), allocation of resources and the sponsorship of EA at the executive level.

Document and submit the governance process used to enforce compliance with the EA.

3.2. EA Change and Configuration Management

Agencies should have the ability to manage changes to EA artifacts, including documents and any EA repositories.

Document and submit the process used to manage changes to the EA. This will be the Configuration Management Plan.

3.3. Federation of Enterprise and Segment Architectures

Agencies should have the ability to integrate lower-level segment architectures (including content, structure, and policies) with higher-level agency-wide EA initiatives.

Provide a description of the EA framework used throughout the OU to standardize the format and content of the EA.

3.4. EA Deployment

Agencies should have the ability to deploy EA content to their user community, including deployment of a repository, training, and communications.

Document OU training activities for architects and for all who must work with the architecture.

3.5. Capital Planning and Investment Control Integration

An effective agency EA should be integrated with the agency's Capital Planning and Investment Control (CPIC) process, including the ability to align proposed investments to the approved transition strategy.

Detail the integration of the CPIC process with the EA, and how the transition strategy is used in the investment decision process.

4. Results Capability Area

The Results Capability Area focuses on delivering value from the Enterprise Architecture. It measures the ability of the EA program to guide and direct change in better fulfilling the Department's mission.

4.1. Business Drive Activities

Architectures should be able to answer key business questions for the user community. These business questions should drive the outputs of the agency's EA tools so agency managers can make better decisions.

For each OU business function/focus area, provide a listing of the business and technology stakeholders and the primary customers.

4.2. Achieving Collaboration and Reuse

This is a measurement of the Department's ability to share and reuse services and service technology components.

Provide examples of realized cost savings/avoidance as a result of collaboration and/or reuse.

4.3. Business Process and Service Improvement

Agencies should have the ability to demonstrate business process/service improvements and improved mission outcomes as a result of EA program implementation.

Provide a brief description of how progress in Enterprise Architecture is measured by your operating unit.

4.4. IT Implementation Improvement

This area assesses agency implementation of individual IT projects through EA principles such as interface and/or platform standardization, driving the agency towards service-oriented architecture implementations and improvements to the agency software development life cycle process.

Provide a brief discussion about the technical and interoperability standards employed within your operating unit. Also, include any discussion about Service Oriented Architecture (SOA) planning within your operating unit.

4.5. IPv6 Planning

The agency EA (including Transition Strategy and Sequencing Plan) must incorporate IPv6 into agency target architecture.

Provide the IPv6 implementation plan for your operating unit and the strategy employed to meet the goal for IPv6 deployment.

4.6. E-Gov/LoB/SmartBUY Alignment and Implementation

Provide examples of the following within your operating unit:

- Participation in and use of:
 - E-Government initiatives
 - Lines of Business initiatives
- SmartBUY activities.

Baseline Enterprise Architecture

Identification Section

Operating Unit Name:

Chief Architect:

Program Manager:

Business Architecture

BRM Business Area

BRM Line of Business

BRM Sub-function

OU Business

Function/Focus Area

Brief description of the

OU Business Function

Performance Architecture

DOC Strategic Goal:

DOC Objective:

OU Strategic Goal/Objective:

Fiscal Year	PRM Area	PRM Category	PRM Grouping	Measurement Indicator	Baseline Value	Target Metric	Actual Results
FY2006							
FY2007							
FY2008							

Data Architecture

Description of Data

Exchange Package

Supplier

Consumer

Data Steward

Data Location

Data Classification

Data Standard

Scope of Standard

Application Architecture

Major Application Name	SRM Service Domain	SRM Service Type	SRM Service Component
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Infrastructure Architecture

SRM Service Component	Hardware / Software Component	TRM Service Area	TRM Service Category	TRM Service Standard
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Interfaces to External Systems

External System Name	Owner	Data Exchanged	Interface Type	Frequency of Exchange
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Target Enterprise Architecture

Identification Section

Operating Unit Name:

Chief Architect:

Program Manager:

Investment Name:

Business Architecture

BRM Business Area

BRM Line of Business

BRM Sub-function

OU Business Function/Focus Area

Brief description of the OU Business Function

Performance Architecture

DOC Strategic Goal:

DOC Objective:

OU Strategic Goal/Objective:

Fiscal Year	PRM Area	PRM Category	PRM Grouping	Measurement Indicator	Baseline Value	Target Metric	Actual Results
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FY2007

FY2008

FY2009

Data Architecture

Description of Data

Exchange Package

Supplier

Consumer

Data Steward

Data Location

Data Classification

Data Standard

Scope of Standard

Application Architecture

Major Application Name	SRM Service Domain	SRM Service Type	SRM Service Component
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Infrastructure Architecture

SRM Service Component	Hardware / Software Component	TRM Service Area	TRM Service Category	TRM Service Standard
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Interfaces to External Systems

External System Name	Owner	Data Exchanged	Interface Type	Frequency of Exchange
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Transition Strategy and Sequencing Plan

Operating Unit Sequencing Plan					
Initiative Name	Initiative Line Of Business	Start Date	Completion Date	Major Milestone Dates	Milestone Description